

Standard Script for Explaining the Full and Individual Evaluation Process to a Parent/ Legal Guardian/Surrogate Parent/Adult Student

A. Initial Evaluation

Special Education evaluators, which could include an Evaluation Specialist, Licensed Specialist in School Psychology (LSSP), Speech-Language Pathologist and/or other credentialed evaluators are seeking your permission to evaluate your child (or you) to determine if a disability exists and to determine current levels of academic and functional performance in school. The overall purpose of the evaluation is to determine if your child has (or you have) a disability that may require Special Education services.

The campus evaluation team is responsible for this evaluation and will conduct this evaluation at no cost to you.

The school district needs your written permission before it can administer assessments or other evaluation materials to your child (or you). With your consent the evaluators will gather existing information available on your child (or you), including information provided by you and administer assessments which will cover areas including communicative status, motor abilities, health, vision, hearing, emotional/behavioral, sociological, intellectual/adaptive behavior, and academic performance. Information collection will involve administering tests directly with your child (or you) and collecting informal classroom work samples, tests and assignments. Examples of the formal assessment (that is, direct assessment) methods and tools can be found in the *Notice of Full and Individual Evaluation and Test Description*. The evaluators will notify you if they need to expand the scope of their evaluation to include areas not originally indicated in the referral identified by the Intervention Assistance Team (IAT).

Upon completion of the evaluation, the evaluation team will prepare an evaluation report which will include documentation of your child's (or your) disability conditions, if any. You will be provided with a copy of the evaluation report.

You may revoke your consent for this evaluation at any time. Your revocation of the consent is not retroactive (that is, does not erase information already collected), but a future assessment will stop if you wish.

Within 30 days after the evaluation report is completed, the Admission Review and Dismissal / Individual Education Program (ARD/IEP) team, which is a Special Education committee, will meet to review the assessment results. Using these assessment results, the ARD/IEP team will make a determination of whether your child has (or you have) a disability including his/her (or your) educational needs. As a participant on the ARD/IEP team, you will be involved in this determination. If the ARD/IEP team determines that your child is (or you are) a child with a disability, the team will develop an IEP to meet your child's (or your) needs and determine a placement to carry out the IEP.

You and your child (or You) have protection under the procedural safeguards (rights) of special education law. You have also received a copy of your procedural safeguard rights in a brochure about parent and child rights. If you would like another copy of this brochure, please contact the school at (the telephone number). In addition to district staff, you may also contact Learning Disabilities Association of Texas at 1-800-604-7500 if you have questions about your rights.

The outcome of this evaluation could result in any or none of the below disability classifications.

- Autism
- Deaf-blindness
- Deafness

- Emotional Disturbance
- Hearing Impairment
- Intellectual Disability
- Multiple Disabilities
- Orthopedic Impairment
- Other Health Impairment
- Specific Learning Disability
- Speech or Language Impairment
- Traumatic Brain Injury
- Visual Impairment

B. Re-evaluation

The school district intends to reevaluate your child (or you). The school district must reevaluate your child (or you) every three years or sooner if needed. The purpose for this reevaluation is to determine whether your child continues (or you continue) to have a disability, and to identify current learning needs. Following the evaluation an Admission, Review and Dismissal/ Individual Education Program (ARD/IEP) team, which you are a part of will determine if your child is (or you are) still eligible for Special Education services.

The campus evaluation team, which may include an Evaluation Specialist, Licensed Specialist in School Psychology (LSSP), Speech-Language Pathologist and/or other credentialed evaluators is responsible for this reevaluation and will conduct this reevaluation at no cost to you. The evaluation team will first review existing information available on your child (or you) including information provided by you and then decide what, if any, further evaluation or assessment is necessary to assist in identifying the educational needs of your child (or you) and in deciding whether your child continues (or you continue) to have a disability.

Once you sign consent for reevaluation, if the evaluation team decides that additional assessments or other evaluation materials are necessary, you will be informed about what assessments or other evaluation materials will be given before they are administered.

Upon completion of the reevaluation, the evaluation team will prepare an evaluation report, which will include documentation of your child's (or your) disability conditions. You will be provided with a copy of the evaluation report.

If the ARD/IEP team determines that your child continues (or you continue) to have a disability, the team will review and revise, as appropriate, your child's (or your) IEP and determine a placement to carry out the IEP.

You and your child (or You) have protection under the procedural safeguards (rights) of special education law. The school district must provide you with a copy of your procedural safeguards once a year. You received a copy of your procedural safeguard rights in a brochure about parent and child rights earlier this year. If you would like another copy of this brochure, please contact the school at (the telephone number). (or, A copy of the parent and child rights brochure is enclosed with this notice.) In addition to district staff, you may also contact the Learning Disabilities Association of Texas at 1-800-604-7500 if you have questions about your rights.

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